SADDAM HUSSAIN MEMON

House No E-03090 Street No 20 Azam Basti Karachi
Cell: 0340-6650811
Email: Memonsaddam93@gmail.com

OBJECTIVE:

To serve in a progressive organization offer job satisfaction, a challenging work environment and vast opportunities for career development best purely upon achievement and result.

ACADEMIC QUALIFICATION:

- ✓ Matriculation (Science) from Board of Secondary Education Hyderabad
- ✓ Intermediate (Pre-Eng) from Board of intermediate Education Hyderabad
- ✓ B.Sc (Science) from University of Sindh Jamshoro

COMPUTER SKILLS:

- ✓ 04 Month Short Course in Office Automation
- ✓ International Laboratory Management System
- ✓ MS. Office
- ✓ Internet & Emailing
- ✓ ERP (In House)
- ✓ Pharma Intelligence

OTHER SKILLS:

- ✓ Good Communication and Interpersonal Skills.
- ✓ Can Work in Challenging Environment.
- ✓ Ability to manage stress.

TRAINING CERTIFICATE:

- ✓ Quality Management System (QMS) ISO 9001:2015
- ✓ Time Management Skills
- ✓ Fire Fighting & First Aid

PROFESSIONAL EXPERIENCE:

- ✓ Presently Working as a 'Medical Receptionist' at The Aga Khan University Hospital Karachi.
- ✓ 02 Year Working Experience as a 'Phlebotomist' at DR.Tahir Laboratory Taj Medical Complex Saddar Karachi.
- ✓ 01 year Working Experience as a Pharmacy Incharge at Azam Town General Hospital Mehmoodabad Karachi.
- ✓ 04 Years Working Experience as a Laboratory Technician at Ali Pathology Laboratory and Blood Bank District Dadu.
- ✓ 3 Years Working Experience as a Dispenser at Ali Muhammad Memorial Hospital Dist. Dadu.
- ✓ 01 Year Experience as a Field Officer at Babar Medicos (Pvt) Ltd Dadu.

PERSONAL INFORMATION:

Father's Name	:	Abdul Hadi Memon
CNIC #	:	41201-2593005-9
Date of Birth	:	15-05-1993
Religion	:	Islam
Marital Status	:	Single
Domicile/PRC	:	District Dadu

LANGUAGE:

English
Urdu
Sindhi

REFERENCE:

Will be provided on request